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**Human Trafficking Task Force
Meeting Minutes**

Wednesday, September 12, 2012

Convened at 10:05 AM

Task Force Members Present: Martha Coakley, Liam Lowney, Stephanie Decandia, Lt. Pi Heseltine, Lisa Goldblatt Grace, Amy Farrell, Cherie Jimenez, Ellen Slaney, Julie Dahlstrom, Ellen Lemire, Susan Goldfarb, Chief Tom Pasquarello, Colin Moore, Sheridan Haines, Dep. Sup. Kelly Nee, Chris Carroll, Audrey Porter.

Approval of Meeting Minutes

- Motion to approve Minutes of 6/13/12 HTTF
- Seconded by Lisa Goldblatt Grace
- Minutes adopted unanimously and will be posted on the AGO website.

Position Changes within the Task Force – AG Coakley

- Liam Lowney is now the Executive Director of the Massachusetts Office of Victim Assistance and will be representing MOVA in the Task Force.
- Jennifer Stark will be temporarily taking over Liam Lowney's position as the Director of the Task Force.
- Colin Moore will be the designee for the Department of Children and Families
- Ellen Lemire will be representing the Massachusetts District Attorneys Association.

Update from Data Collection Subcommittee – Amy Farrell

- Two main tenets of research over the past weeks
 - How should data be saved across government agencies?
 - What are some ways in which government agencies can work with non-government agencies to prevent trafficking?
- Goals of the Subcommittee
 - Develop standard tools to screen potential trafficking victims
 - Guide sharing of information of Human Trafficking victims and incidents
 - Create a data collection and information sharing tool to facilitate communication and the sharing of information.
- Screening Instruments
 - Two preliminary screening instruments
 - Adults and minors
 - Around 10 General Questions
 - Age
 - School (minors only)
 - Housing and living conditions
 - Work and work conditions
 - Safety and health
 - Screening Instrument Next Steps
 - Development of protocols to guide screening
 - Separate protocols for each user group
 - Protocol elements
 - Goals of the tool for the user group

- Knowing when to use the tool
 - Knowing how to appropriately use the tool
 - What to do after the screening
- Development of Information Sharing Mechanisms
 - Goals of the Data Sharing System / Database
 - Intelligence sharing
 - Case management
 - Data collection
 - Multiple user groups
- Fall 2012 – Spring 2013 Timeline
 - Fall 2012
 - Finalization of screening instrument and protocol
 - Identification of information sharing needs
 - Review data collection and sharing models
 - Preliminary outline of data sharing mechanism and data elements
 - Spring 2013
 - Guide data sharing by specifying data sharing mechanisms, data elements and protocols.
 - Internal and external review
 - Final report to the Attorney General’s Office and present to full task force.
- Task Force Feedback
 - AG Coakley
 - Will it be obvious to the person being screened that they are in fact being screened and how can we avoid this?
 - How will the questions asked both test for work and sex trafficking, rather than overlapping the two?
 - Liam Lowney
 - The focus should not only be about asking questions, but on what the questions are asking and how they are being asked.
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Update from Education Subcommittee – Lisa Golblatt Grace

- Our Mandate
 - Recommend ways to develop and circulate educational materials and health curricula that may be used by school administrators and educators to identify human trafficking victims.
 - Outline appropriate actions that should be taken once victims are identified
 - Educate school officials on the scope and magnitude of human trafficking
 - Develop a guide on internet safety for minors.
- School Personnel
 - Many school personnel are still unaware of sexual exploitation and domestic trafficking amongst students
 - Superintendent buy in would be key to get districts on board.
- Tiered Approach to Training School Personnel
 - Level 1 : Basic Curricula (1-2 hours)
 - Teachers, Aids, Coaches, Bus Drivers, Cafeteria Workers, Janitors, School Librarians, Substitute Teachers
 - Shift from viewing bad kids as ‘delinquents’ to ‘victims / survivors’
 - Understand the dynamics of Human Trafficking and the signs.
 - Level 2 : Advanced Curricula (half – full day)

- School Nurses, Guidance Counselors, School Social Workers, Health Education Teachers, School Administrators, School Police.
 - All information included in Level 1 Training
 - Responding to victims effectively - what do victims need in short term / long term?
 - How to maximize school and community MDT.
- Education for Parents
 - Distribute universal materials to all parents at school and after school programs to fully inform them on the topic of Human Trafficking.
 - Materials should be clear and concise
 - Will include signs they can notice at home
 - Will include where they can find resources.
- Education for Students
 - Focus on the importance of online safety
 - Hand out selected / age appropriate educational material
 - Connect the information to 'technology acceptable use policies.'
- Other things to consider
 - How do we make sure we are teaching / recognizing labor trafficking as well?
 - We must make sure these recommendations are not girls specific; it should focus on boys as well.
 - Elevate the idea that school nurses can be a key in identifying signs
- What is next?
 - How can we learn from the Bullying Prevention and Sexual Violence Prevention Interventions?
 - What else has worked?
- Task Force Feedback
 - AG Coakley
 - Kids most at risk are the ones who have dropped out or are dropping out because of trafficking. How do we reach these kids?
 - Existing networks differ from county to county; we need to train the Superintendents and advocates to work within the schools.
 - Julie Dahlstrom
 - Who is in charge of enrollment and can identify the kids who have dropped out? These people will be useful in identifying victims.

Information on upcoming meetings – AG Coakley

- Next large meeting is November 7th at 10:30 AM; subcommittees will be working on their projects until then
- If you have a suggestions or recommendations for speakers for the next meeting please let Jennifer Stark know.

Motion to adjourn – AG Coakley

- Seconded by Amy Farrel
- Unanimous approval

Adjourned at 11:15 PM